

حمل الآن

مجاناً وحصرياً

امتحانات رقم (1)

الترم الاول





5 Sample Tests

Test 1

1 Choose the correct answer from a, b, c or d.

- Cloud computing is a model for providing online.
a. digital services b. development of software
c. audio communication between people d. removing folders
- is one of the email service providers.
a. Gmail b. Paint c. Youtube d. Google Docs
- is a tool for collaborating and communicating with others face-to-face.
a. Word b. Zoom c. Excel d. Access
- Programs can be installed through the
a. CD or DVD b. Internet c. both (a) and (b) d. Maps
- Smartphones and tablets depend on operating systems like Apples's
a. Android b. iOS c. macOS d. Linux
- A/An is one of the requirement for using cloud computing.
a. printer b. program c. internet browser d. electric car
- is an application that allows sending and receiving money through a bank account or electronic wallet.
a. WhatsApp b. Facebook c. Telegram d. INSTAPAY

2 Put (✓) or (✗) for the following sentences.

- The (#) symbol separates the user name from the email server name. ()
- Cloud computing can be used in e-commerce. ()
- Tablets are only used to connect to the internet. ()
- The operating system ensures the safety of computer data. ()
- We only use routers to manage the network. ()
- You can start an instant meeting using Google Meet by clicking the "Create" button. ()
- The operating system provides a difficult interface for the user. ()
- Your digital project helps save time and effort. ()

Test 2

1 Choose the correct answer from a, b, c or d.

- Sound is turned on during the meeting in "Google Meet" by clicking on ".....".
a. Mute sound b. Sound c. Microphone icon d. Share sound
- You can access the meeting from "Google Meet" by clicking on ".....".
a. Send b. Share c. Chat d. Link
- is a national project that involves integrating digital technology into aspects of work to develop products and services.
a. Digital Transformation b. Electric cars
c. Green technology d. Email
- is an essential element in creating databases.
a. Row b. Column
c. Data Table d. Digital transformation
- are tools used to obtain data from a database based on specific criteria and conditions.
a. Forms b. Digital transformation
c. Emails d. Queries
- To stop a sharing your screen in Google Meet, click
a. "New" b. "Create" c. "Sign in" d. "Stop sharing"
- To add a criteria or conditions to queries in Access, click
a. "Delete" b. "Add" c. "Edit" d. "Enter criteria"
- The feature means the operating system installs the correct and suitable program for the device.
a. Plug and Play b. Control Panel c. CD d. Alt+cut

2 Put (✓) or (✗) for the following sentences.

- Google Meet is one of the services provided by Microsoft. ()
- Servers use operating systems like Linux. ()
- ATMs use embedded operating systems. ()
- We use servers to manage network resources and provide different services. ()
- You can use a smartphone without an operating system. ()
- Programs cannot be installed using a DVD. ()
- Recycling materials helps reduce the amount of waste. ()



Test 3

1 Choose the correct answer from a, b, c or d.

- The "Wizard Program" is used to
a. find the driver for the new peripheral device
b. delete programs
c. change device settings
d. store programs
- Desktop and laptop computers use operating systems like
a. macOS
b. Microsoft windows
c. iOS
d. both a & b
- are devices that can be set up and installed on a computer.
a. Printers
b. Electric cars
c. ATMs
d. USB devices
- contain icons for adjusting some system settings such as date and time.
a. Icons
b. Background
c. Bars
d. Desktop
- is a board term that includes several devices used in industrial facilities.
a. Industrial control systems
b. Digital systems
c. Embedded systems
d. Alarm systems
- When installing new devices, the setup program driver files in a dedicated folder.
a. deletes
b. cuts
c. copies
d. writes
- Programs can be obtained either through or through online downloads.
a. a compressed file
b. one of the storage units
c. images
d. a printer

2 Put (✓) or (✗) for the following sentences.

- Email is a system for sending and receiving email messages online. ()
- The user name can be the same across email accounts. ()
- You can create a meeting for a later in Google Meet by clicking "Start". ()
- Data from the "Student Grades" table is displayed in "Design View". ()
- Your digital project can be implemented through emails. ()
- The "Design View" is used to enter and display data in the table. ()
- Cloud computing is a model for providing digital services without internet. ()
- An email address consists of five main components. ()

Test 4

1 Choose the correct answer from a, b, c or d.

- An email address consists of main components.
a. three b. four c. five d. seven
- The is a column in a database table that is used to uniquely identify each record and whose value is never repeated within the same table.
a. Email b. primary key
c. digital transformation d. Google account
- To log out your Gmail account, click on your profile picture icon and then choose ".....".
a. Sign out b. Log in c. Delete d. Create
- is an image or color that the user selects.
a. Background b. Title c. Bar d. Icon
- Using help you access data quickly.
a. spreadsheets b. commercial applications
c. databases d. websites
- The method of displaying information in queries in databases is based on criteria or conditions.
a. unorganized b. random c. specific d. number-based
- helps in communication in daily life using applications of cloud computing.
a. Email b. Software c. Application d. Cloud storage

2 Put (✓) or (✗) for the following sentences.

- You can select the language for a Google Meet session through "Change Language". ()
- When installing a program, we use "This PC" icon to access the download file. ()
- A user name is unique, distinctive, and not reserved by anyone else. ()
- To remove a program, click on Uninstall. ()
- Smartphones rely on operating systems like Android and iOS. ()
- The first step in printer setup is to give the printer a name. ()
- To use Google services such as email, you must have a Google account. ()
- The operating system is one of the important elements in a computer system. ()



Test 5

1 Choose the correct answer from a, b, c or d.

1. To take advantage of all the features of a peripheral device, the operating system the correct Driver.
a. deletes b. installs c. cuts d. sends
2. Google Meet was developed by
a. Microsoft b. Apple c. Google d. Facebook
3. Google Docs is a program to create and edit documents.
a. Word processing b. collaboration tools
c. Excel d. video games
4. is the correct choice for most older printers.
a. DVD b. GPS c. LPT1 d. USB
5. ATMs use operating systems.
a. dual b. embedded c. digital d. multiple
6. To log out your Gmail account, click on "....." icon.
a. Sign in b. Close c. Shut down d. Sign out
7. is one of cloud-based spreadsheets.
a. Paint b. Google Sheets c. Word d. Google Docs
8. Google Meet is a method of communication.
a. direct b. indirect c. difficult d. slow

2 Put (✓) or (×) for the following sentences.

1. You can remove a program without needing an operating system. ()
2. You can't use a computer without installing any programs. ()
3. Programs can be installed from a DVD or downloaded the program from the Internet. ()
4. Databases don't allow to store data about websites. ()
5. The design view for a query is divided into two sections, the lower part is for the data source table. ()
6. Digital transformation helps increase efficiency and productivity. ()
7. Operating systems are essential for running and managing devices. ()



Ten Sample Tests

Test 1

1 Choose the correct answer from a, b, c or d.

- Green technology is used in the field of waste through
a. increasing the amount of waste b. water treatment
c. recycling waste d. digital transformation
- contain icons for adjusting some system settings such as date and time.
a. Icons b. Background c. Bars d. Desktop
- is a board term that includes several devices used in industrial facilities.
a. Industrial control systems b. Digital systems
c. Embedded systems d. Alarm systems
- When installing new devices, the setup program driver files in a dedicated folder.
a. deletes b. cuts c. copies d. writes
- Programs can be obtained either through or through online downloads.
a. a compressed file b. one of the storage units
c. images d. a printer

2 Complete the following sentences.

- The concept of green technology aims at protecting
- and are from the functions of the operating system.
- A/An is a system for sending and receiving email messages online.
- You can access cloud computing services from anywhere where service is available.
- Google Meet is a service developed by

3 Put (✓) or (✗) for the following sentences.

- Programs cannot be installed using a DVD. ()
- Recycling materials helps reduce the amount of waste. ()
- You can start an instant meeting using Google Meet by clicking the "Create" button. ()
- The operating system provides a difficult interface for the user. ()
- Your digital project helps save time and effort. ()

**Test 2****1 Choose the correct answer from a, b, c or d.**

1. The purpose of the user interface in an operating system is to
a. provide an easy way to communicate between the user and the computer
b. store data on the computer
c. play games on the computer
d. manage all programs on the computer
2. is an image or color that the user selects.
a. Background b. Title c. Bar d. Icon
3. Using help you access data quickly.
a. spreadsheets b. commercial applications
c. databases d. websites
4. The method of displaying information in queries in databases is based on criteria or conditions.
a. unorganized b. random c. specific d. number-based
5. helps in communication in daily life using applications of cloud computing.
a. Email b. Software c. Application d. Cloud storage

2 Complete the following sentences.

1. is one of the advantages of cloud computing.
2. is known as sustainable or clean technology.
3. and are game consoles controllers.
4. Point of sale terminals deduct the price of products from instead of using cash.
5. is the initial screen of the operating system.

3 Put (✓) or (✗) for the following sentences.

1. Email is a system for sending and receiving email messages online. ()
2. The user name can be the same across email accounts. ()
3. You can create a meeting for a later in Google Meet by clicking "Start". ()
4. Data from the "Student Grades" table is displayed in "Design View". ()
5. Your digital project can be implemented through emails. ()

Test 3

1 Choose the correct answer from a, b, c or d.

1. Sound is turned on during the meeting in "Google Meet" by clicking on ".....".
 a. Mute sound b. Sound c. Microphone icon d. Share sound
2. You can access the meeting from "Google Meet" by clicking on ".....".
 a. Send b. Share c. Chat d. Link
3. is a national project that involves integrating digital technology into aspects of work to develop products and services.
 a. Digital Transformation b. Electric cars
 c. Green technology d. Email
4. is an essential element in creating databases.
 a. Row b. Column
 c. Data Table d. Digital transformation
5. are tools used to obtain data from a database based on specific criteria and conditions.
 a. Forms b. Digital transformation
 c. Emails d. Queries

2 Complete the following sentences.

1. Cloud computing can be used in education through
2. Google Meet is used to make calls.
3. Modern operating systems include a list of for several Peripheral devices.
4. Network devices like and to manage the network.
5. The background is a or that the user can select.

3 Put (✓) or (✗) for the following sentences.

1. Digital transformation helps increase efficiency and productivity. ()
2. Operating systems are essential for running and managing devices. ()
3. The "Design View" is used to enter and display data in the table. ()
4. Cloud computing is a model for providing digital services without internet. ()
5. An email address consists of five main components. ()



4

1 Choose the correct answer from a, b, c or d.

- Cloud computing is a model for providing online.
a. digital services b. development of software
c. audio communication between people d. removing folders
- is one of the email service providers.
a. Gmail b. Paint c. Youtube d. Google Docs
- is a tool for collaborating and communicating with others face-to-face.
a. Word b. Zoom c. Excel d. Access
- To stop sharing your screen in Google Meet, click
a. "New" b. "Create" c. "Sign in" d. "Stop sharing"
- To add criteria or conditions to queries in Access, click
a. "Delete" b. "Add" c. "Edit" d. "Enter criteria"

2 Complete the following sentences.

1. Cloud computing can be used in , such as accessing educational materials.
2. helps to reduce the emission of harmful substances from exhausts and reduce fuel consumption.
3. Sustainable technology is another name for
4. Data from the "Student Grades" table is displayed in
5. You can create a new form through

3 Put (✓) or (x) for the following sentences.

1. Google Meet is one of the services provided by Microsoft. ()
2. Servers use operating systems like Linux. ()
3. ATMs use embedded operating systems. ()
4. We use servers to manage network resources and provide different services. ()
5. You can use a smartphone without an operating system. ()

Test 5

1 Choose the correct answer from a, b, c or d.

1. Programs can be installed through the
a. CD or DVD
b. Internet
c. both (a) and (b)
d. Maps
2. Smartphones and tablets depend on operating systems like Apples's
a. Android
b. iOS
c. macOS
d. Linux
3. A/An is one of the requirement for using cloud computing.
a. printer
b. program
c. internet browser
d. electric car
4. is an application that allows sending and receiving money through a bank account or electronic wallet.
a. WhatsApp
b. Facebook
c. Telegram
d. INSTAPAY
5. The feature means the operating system installs the correct and suitable program for the device.
a. Plug and Play
b. Control Panel
c. CD
d. Alt+cut

2 Complete the following sentences.

1. is an example of green technology.
2. is a device that detect the presence of a hand under the tap and control the flow of water.
3. Messages are sent and received quickly through
4. are types of queries that can be created in databases.
5. You can uninstall or install a program through the

3 Put (✓) or (x) for the following sentences.

1. The (#) symbol separates the user name from the email server name. ()
2. Cloud computing can be used in e-commerce. ()
3. Tablets are only used to connect to the internet. ()
4. The operating system ensures the safety of computer data. ()
5. We only use routers to manage the network. ()



Test 6

1 Choose the correct answer from a, b, c or d.

1. An email address consists of main components.
a. three b. four c. five d. seven
2. The is a column in a database table that is used to uniquely identify each record and whose value is never repeated within the same table.
a. Email b. primary key
c. digital transformation d. Google account
3. To log out your Gmail account, click on your profile picture icon and then choose ".....".
a. Sign out b. Log in c. Delete d. Create
4. Many programs come with a command
a. copy b. compress c. uninstall d. paste
5. Server devices use operating systems such as
a. Android b. Linux c. Tizen d. macOS

2 Complete the following sentences.

1. Data can be stored in cloud computing through
2. is government electronic portal that provides many electronics services, such as paying electricity and water bills.
3. is a set of symbols that make up the desktop.
4. is an image or color that the user selects.
5. is a symbol that separates the user name from the email server name.

3 Put (✓) or (x) for the following sentences.

1. To install a local printer, connect it to a USB port. ()
2. If you don't have a printer driver, click on Windows Update. ()
3. The first step in printer setup is to give the printer a name. ()
4. To use Google services such as email, you must have a Google account. ()
5. The operating system is one of the important elements in a computer system. ()

Test 7

1 Choose the correct answer from a, b, c or d.

1. is the operating systems that smart TVs rely on.
 a. Android TV b. POS c. WhatsApp d. ATM
2. We can remove programs through
 a. control panel b. browsing websites
 c. opening folders d. downloading programs
3. is one of the ways for installing programs on a computer.
 a. Mobile phone b. Downloading from the Internet
 c. Smart device d. Car system
4. To create a "Google Meet" session and organize the meeting, you should when speaking.
 a. raise your hand b. speak at anytime
 c. send a link d. exit the meeting
5. provide easy, secure, and fast methods to facilitate electronic financial transactions for individuals.
 a. Electronic payment cards b. Digital Egypt Platform
 c. INSTAPAY d. Emails

2 Complete the following sentences.

1. Databases are a collection of data and information.
2. The Excel program is used to create
3. The Access program is used to create
4. helps to improve efficiency and productivity in the workplace.
5. A query in a database is a tool used to

3 Put (✓) or (✗) for the following sentences.

1. You can select the language for a Google Meet session through "Change Language". ()
2. When installing a program, we use "This PC" icon to access the download file. ()
3. A user name is unique, distinctive, and not reserved by anyone else. ()
4. To remove a program, click on Uninstall. ()
5. Smartphones rely on operating systems like Android and iOS. ()



8

1 Choose the correct answer from a, b, c or d.

1. Google Meet is a/an
a. chat application
b. email application
c. group video call application
d. file management application
2. Google Meet was developed by
a. Microsoft
b. Apple
c. Google
d. Facebook
3. Google Docs is a program to create and edit documents.
a. Word processing
b. collaboration tools
c. Excel
d. video games
4. is the correct choice for most older printers.
a. DVD
b. GPS
c. LPT1
d. USB
5. To take advantage of all the features of a peripheral device, the operating system the correct Driver.
a. deletes
b. installs
c. cuts
d. sends

2 Complete the following sentences.

1. Cloud computing can be used in , such as e-commerce.
2. The email allows to with others.
3. Sensors are used in various task such as and
4. A is a graphical interface designed to interact with data stored in a database.
5. and are video calls and online conference applications.

3 Put (✓) or (x) for the following sentences.

1. Databases are a collection of disorganized data and information. ()
2. The information can be retrieved from databases randomly. ()
3. The operating system runs all other software on the computer. ()
4. Android follows the operating system from Apple. ()
5. Point of sale terminals (POS) are electronic devices that do not need an operating system. ()

Test 9
1 Choose the correct answer from a, b, c or d.

1. The "Wizard Program" is used to
 a. find the driver for the new peripheral device
 b. delete programs
 c. change device settings
 d. store programs
2. Desktop and laptop computers use operating systems like
 a. macOS
 b. Microsoft windows
 c. iOS
 d. both a & b
3. are devices that can be set up and installed on a computer.
 a. Printers
 b. Electric cars
 c. ATMs
 d. USB devices
4. Green technology helps to
 a. reduce the effects of climate change
 b. increase carbon emissions
 c. increase pollution
 d. consume resources
5. When creating a new query in access, choose ".....".
 a. Insert
 b. Create
 c. Delete
 d. Open

2 Complete the following sentences.

1. You can modify a record data from or
2. is one of the disadvantages of using the email.
3. You can send a Google Meet meeting link through
4. You can use cloud computing for messaging services, such as
5. To uninstall a program, use the

3 Put (✓) or (✗) for the following sentences.

1. Green technology helps to reduce carbon emissions. ()
2. Electric cars contribute to increase pollution. ()
3. Recycling materials helps to protect the environment. ()
4. Databases don't allow to store products data. ()
5. The value of the primary key can be repeated within the same table. ()



Test 10

1 Choose the correct answer from a, b, c or d.

- Smartphones and tablets rely on operating system such as
a. Windows b. macOS c. Linux d. iOS
- ATMs use operating systems.
a. dual b. embedded c. digital d. multiple
- To log out your Gmail account, click on "....." icon.
a. Sign in b. Close c. Shut down d. Sign out
- is one of cloud-based spreadsheets.
a. Paint b. Google Sheets c. Word d. Google Docs
- Google Meet is a method of communication.
a. direct b. indirect c. difficult d. slow

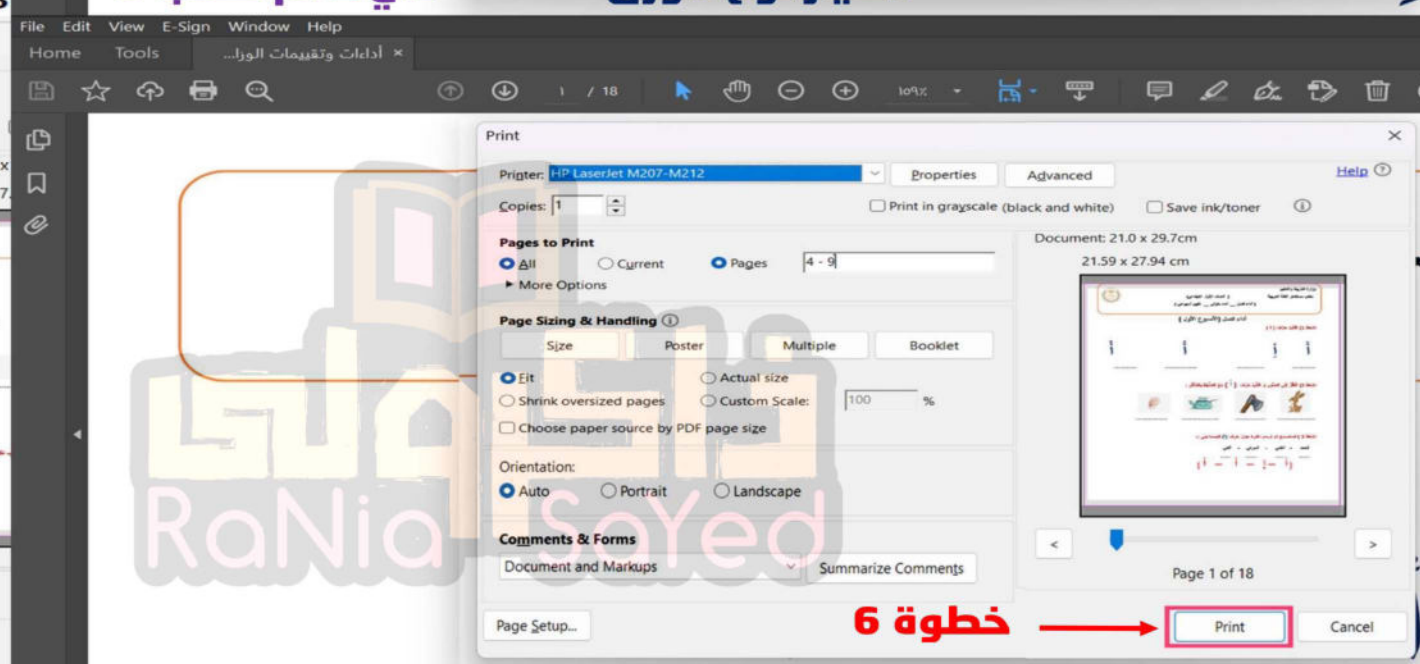
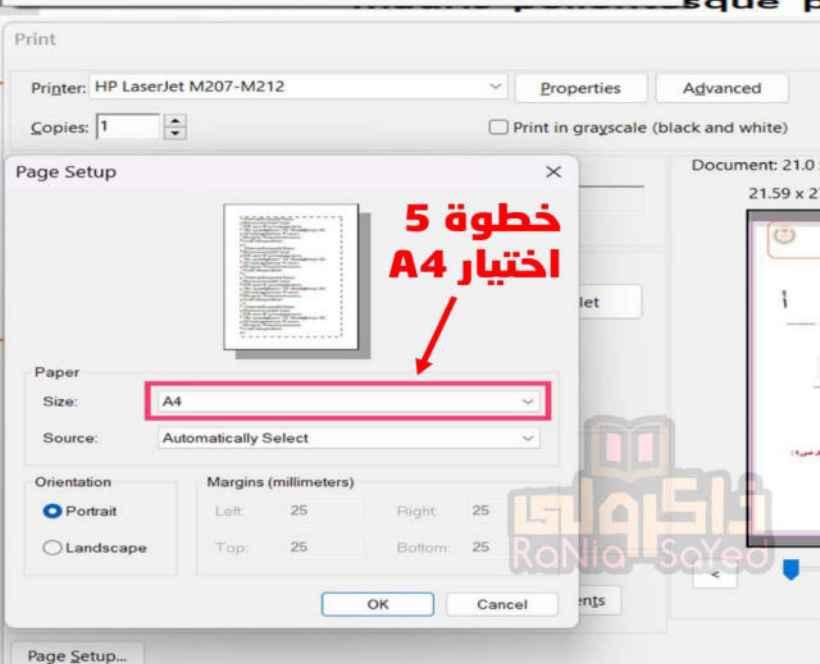
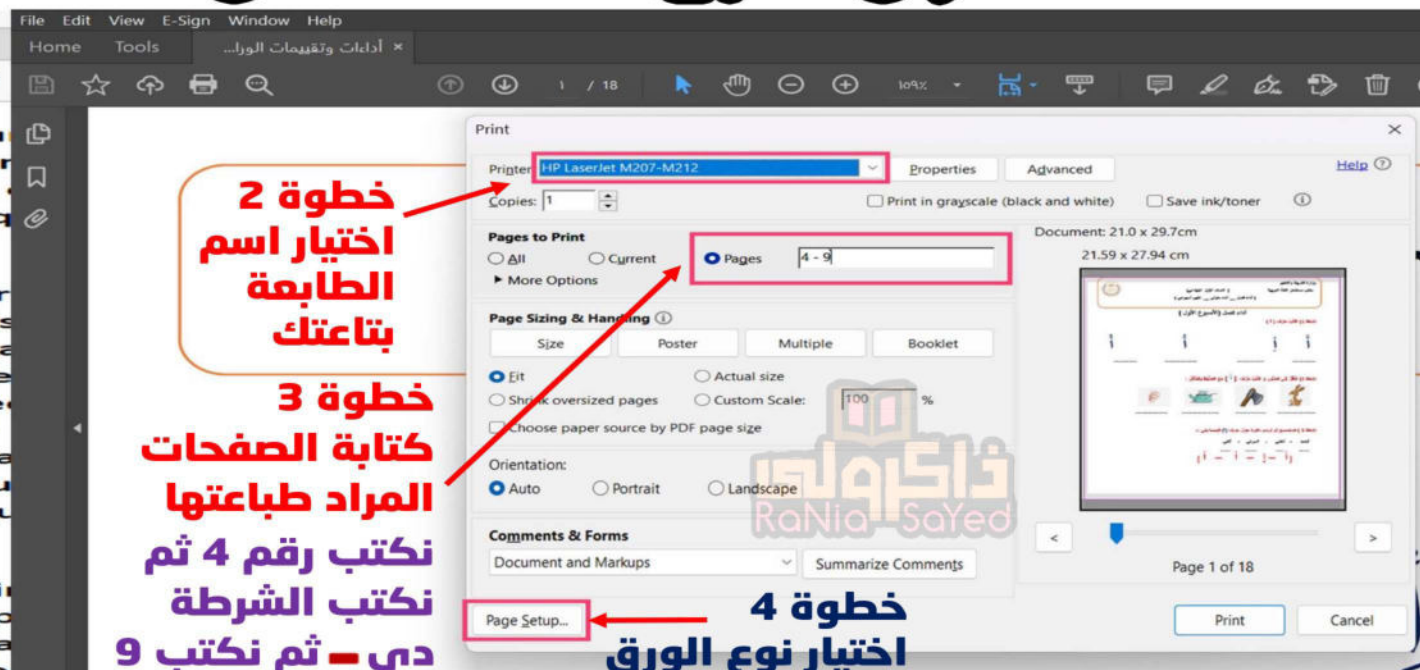
2 Complete the following sentences.

- You can download Google Meet on Android devices through
- is one of the important ways to protect the environment.
- A Google account consists of and
- is a national project that links all government agencies to each other.
- You can use to create simple calculations.

3 Put (✓) or (x) for the following sentences.

- You can remove a program without needing an operating system. ()
- You can't use a computer without installing any programs. ()
- Programs can be installed from a DVD or downloaded the program from the Internet. ()
- Databases don't allow to store data about websites. ()
- The design view for a query is divided into two sections, the lower part is for the data source table. ()

كيفية طباعة صفحات معينة من ملف معين مثلا ازاي نطبع الصفحات من صفحة 4 الى صفحة 9



حمل الآن

مجاناً وحصرياً

امتحانات رقم (2)

الترم الاول



1 محافظة القاهرة - إدارة المطرية التعليمية 2025

1 Put a sign (✓) or a sign (X) in front of each of the following statements:

- 1 One of the advantages of email is the speed of sending and receiving messages. ()
- 2 Databases are difficult to use for data analysis. ()
- 3 Routers are network devices that require an operating system to function. ()
- 4 When downloading a program from the Internet, you should raise your hand when speaking. ()
- 5 During a Google Meet, you should mute the mic when not speaking. ()
- 6 Cloud computing is a model for delivering digital services. ()
- 7 Green technology and digital transformation help reduce environmental pollution. ()
- 8 Electric cars are a form of green technology. ()

2 Choose the correct answer:

- 1 is a feature of cloud storage to protect data from loss in case of device damage.
a. File sharing b. Live streaming c. Backup d. Installing
- 2 unused programs frees up disk space.
a. Downloading b. Removing
c. Both a and b d. None of them
- 3 Email service providers include
a. Gmail b. Yahoo
c. Google Chrome d. both a and b

- 4 The primary key is a field in a database table that uniquely identifies each
 a. Field b. Data c. Record d. Cell
- 5 When the mark is removed, it means hiding the field in the query result.
 a. ✓ b. ↑ c. X d. /
- 6 Data can be entered into a database using a table or
 a. Student grades b. Data c. Form d. Query
- 7 The operating system runs all software with
 a. Difficulty b. Ease c. Slowness d. Randomness
- 8 To install a printer that does not support plug-and-play, we open
 a. Settings b. Control Panel c. Documents d. Youtube

3 Complete the following statements using guiding words:

(Instapay - Smart TVs - @ - Icons - Create - Cloud computing - Access - Sensors)

- 1 The program is used when you have large amounts of complex data.
- 2 The startup screen of the operating system includes a set of symbols called
- 3 Click on to create a table in the database.
- 4 is one of the electronic payment tools.
- 5 Android TV operating systems are used with devices.
- 6 Internet is one of the requirements for
- 7 The symbol separates the username and domain name in email addresses.
- 8 devices are used to conserve water and electricity.

2 محافظة القاهرة - إدارة المرح التعليمية 2025

1 Put a (✓) or (X) next to the following statements:

- 1 Programs cannot be installed using a DVD. ()
- 2 Servers use operating systems such as Linux. ()
- 3 A database is a collection of organized and linked data. ()
- 4 Cloud computing is a model for providing digital services via computers. ()

2 Choose the correct answer from the options provided:

- 1 consists of rows and columns.
 a. Table b. Record c. Field d. Cell
- 2 The Android operating system was developed by.....
 a. Apple b. Google c. Amazon d. Microsoft
- 3 To log out, you click
 a. Save b. Sign In c. Sign Out d. Sign up
- 4 Is used to make calls and video conferences.
 a. Google Meet b. Excel c. Word d. None of them

3 Complete the following with the appropriate words from the brackets:

(Email – Digital Transformation – Green Technology – Operating System)

- 1 Is called clean and sustainable technology.
- 2 is sending and receiving messages over the internet.
- 3 is responsible for managing the hardware components.
- 4 refers to the combination of digital technology into all aspects of work.

3 محافظة القليوبية 2025

1 Correct the underlined word:

- 1 You must have a Yahoo account in order to use the Google Meet service.
- 2 We can use cloud spreadsheets like Google Docs.
- 3 Android is from email service providers.
- 4 The file you downloaded may be compressed, therefore, to work with it, you must first remove it.

2 Write the scientific term:

- 1 It is the operating systems used in ATMs and POS Terminals. (.....)
- 2 It is a mobile application used in electronic payment. (.....)
- 3 It is the only source of data in the database and a basic element in database. (.....)
- 4 When to stop speaking in a Google meeting, you should turn off this device. (.....)

3 Put (✓) Or (X):

- 1 Sharing information is one of the disadvantages of using email. ()
- 2 Each column represents a specific field of data in the data table. ()
- 3 Mobile devices cannot access "Digital Egypt" platform. ()
- 4 Installing any program requires the operating system's permission. ()

4 محافظة الدقهلية نموذج (A) 2025

1 Put a tick (✓) before the right phrases and (X) before the wrong ones:

- 1 The operating system helps you uninstall the program. ()
- 2 Green technology does not help accelerate the digital transformation process. ()
- 3 Smart TVs run on operating systems such as Android TV and Tizen. ()
- 4 Removing unused programs slows down your computer. ()

2 Choose the correct answer, which between parentheses:

- In data table each represents a single record of data.
a. row b. column c. cell d. file
- We specify the data type of the grade fields to to perform calculations on them.
a. Date b. Text c. Word d. Number
- To design graphical interface to interact with data stored in database we use
a. Forms b. Queries c. Tables d. Reports
- You should use the program if you have a large amount of complex data.
a. Excel b. Access c. Word d. Paint

3 Complete by using words between brackets:

(E-mail - Solar energy - Google Meet - Points of sale)

- is a video conferencing service.
- Communication is one of the fields of use of cloud computing in daily life, and is done through
- terminals are electronic device that enable customers to pay for products they purchased.
- Examples of renewable sources is

5 محافظة الدقهلية نموذج (B) 2025

1 Put a tick (✓) before the right phrases and (X) before the wrong ones:

- To get a Gmail service, you must create a Google account. ()
- The program can be uninstalled through the Control Panel. ()
- Cloud computing is defined as a model for designing databases. ()
- Data can be entered through a spreadsheet or through a form. ()

2 Choose the correct answer, which between parentheses:

- 1 Email is
 - a. Manual dialing system.
 - b. Digital communication system
 - c. Direct communication system
 - d. Viral system
- 2 Modern operating systems include a list of for many peripherals.
 - a. Harmful programs
 - b. Viruses
 - c. Songs
 - d. Drivers
- 3 Use the method when creating a query to be able to control more design details.
 - a. Query Wizard
 - b. Form Design
 - c. Report Design
 - d. Query Design
- 4 In the database table, we must determine for each the type of statement it contains.
 - a. Row
 - b. Column
 - c. Cell
 - d. File

3 Complete by using the following words:

(INSTAPAY . Video conferencing service . Solar energy . Access)

- 1 You should use program if you have a large amount of complex data.
- 2 Google Meet is
- 3 terminals are electronic device that enable customers to pay for products they purchased.
- 4 Examples of renewable energy

6 محافظة الدقهلية نموذج (C) 2025

1 Put a tick (✓) before the right phrases and (X) before the wrong ones:

- 1 YouTube is one of the email service providers. ()
- 2 The operating system helps you uninstall the program. ()
- 3 An example of cloud word processing programs is Google Docs. ()
- 4 All data entered through the form does not appear in the table. ()

2 Choose the correct answer, which between parentheses:

- 1 A Google account consists of
 - a. User Name only.
 - b. Password only
 - c. User Name and Password
 - d. Your friend's name
- 2 Modern operating systems include a list of for many peripherals.
 - a. Harmful programs
 - b. Viruses
 - c. Songs
 - d. Drivers
- 3 To get data from a database according to specific conditions, we use
 - a. Forms
 - b. Queries
 - c. Tables
 - d. Data sources
- 4 We determine the type of the grades fields statement from the type to perform a calculation on them.
 - a. Date
 - b. Text
 - c. Word
 - d. Number

3 Complete by using the following words:

(POS – Meeting for a later time – Google Cloud Platform – Row)

- 1 In a spreadsheet, each represents one record of data.
- 2 To create a meeting next week through "Google Meet" you choose
- 3 terminals are electronic device that enable customers to pay for products they purchased.
- 4 The most famous providers of cloud computing services are

7 محافظة البحيرة - إدارة إيتاي البارود التعليمية 2025

1 Put a sign (✓) or (X) in front of the following phrases:

- 1 The concept of green buildings is attributed to institutions that optimize their resource consumption. (
- 2 Digital transformation decreases the effectiveness of business transactions. (
- 3 Desktop computers utilize operating systems like Microsoft Windows. (
- 4 Removing unused programs increases the storage space on the disk. (
- 5 The symbol @ separates the user name from the domain name. (
- 6 To access Google meet, you must have Microsoft account. (
- 7 A spreadsheet is the only source of data within a database. (
- 8 The Query design view window is divided into three parts. (

2 Choose the correct answer as follows:

- 1 is a graphical interface designed specifically to interact with stored in the database.
 a. folder b. form c. graph d. presentation
- 2 "Google meet" is primarily used for
 a. gaming b. video conferencing
 c. shopping d. music streaming
- 3 A database is a collection of
 a. book b. data & information
 c. image d. applications
- 4 To invite others to a Google meet meeting, you must send them
 a. the meeting address b. the meeting link
 c. the meeting image d. your home address

- 5 We use cloud collaboration tools such as
- Google Docs
 - Google sheets
 - Google classroom
 - Google cloud platform
- 6 To get one of the Gmail services, you must create
- text file
 - Google account
 - Google meet
 - presentation file
- 7 To install a new peripheral device, it is required to provide
- information & data
 - drivers
 - folder
 - image
- 8 is an electronic device through which the customer can pay for the products he has purchased.
- POS Terminal
 - ATM
 - industrial control system
 - smart watch

3 Complete the following Sentence from the list:

(Uninstalling a program – database – digital transformation – green building – operating system – Query design – primary key – in call message – cloud backup services – cloud music)

- The design and construction of buildings using con-friendly, energy efficient material is called
- involves integrating digital technology to enhance workflow, lower costs, and innovate products.
- is an interface between the use, hardware and software.
- deletes all the files of the program from your computer uninstalling a program.
- We use to protect our data from loss in case any damage happening to our devices.
- You can communicate with attendees by clicking the
- The value of the in database is never repeated with in the same table.
- in access provides greater control over query details.

8 محافظة الدقهلية - إدارة دكرنس التعليمية 2025

1 Complete the following sentences:

- 1 To access google meet application you must have
- 2 is the basic element in building database.
- 3 We use cloud computing in the field of education through app.
- 4 is unique and distinctive name in email that is not reserved by anyone else.
- 5 Creating a form in MS Access from tab choose form.
- 6 Electric cars used instead of fuel.

2 Put a tick(✓) before the right phrases and (X) before the wrong ones:

- 1 The idea of sensor in water taps depends only on stopping the water automatically. ()
- 2 User name is the email server that hosts the email account where your email are stored. ()
- 3 The digital Egypt platform helps to access government service easily. ()
- 4 The value of primary key in database never repeated within the same table. ()
- 5 Solar panels uses dams To generate electricity. ()
- 6 Urban and webOS are examples for smart cell phone. ()

3 Choose the correct answer between brackets:

- 1 is an electronic device through which the customer can pay for the product he has purchased.
 a. POS b. ICS c. ATM d. instapay

- 2 Removing a program means that you are the computer.
- Copying all the program files to
 - Deleting all the program files from
 - Saving all the program files from
 - Installing new files to
- 3 To enter and view the table data in MS Access from
- Data sheet view
 - Design view
 - Table design
 - None of them
- 4 In the printer installation process select the correct
- Port
 - Color
 - Paper size
 - Brightness
- 5 MS used to create a simple table.
- Excel
 - Access
 - Word
 - Paint
- 6 Signing out of the Gmail is done by clicking on icon.
- Profile
 - Inbox
 - Setting
 - Compose

3 Write the scientific term:

- 1 It is the tool used to obtain data from the data base according to specific criteria or condition. ()
- 2 It is an electronic payment system application licensed by the Central Bank of Egypt. ()
- 3 It is a model for providing digital services on the Internet like storage and software services. ()

1

- 1 Electronic payment applications can be used within the app
 - a. INSTAPAY
 - b. Google Meet
 - c. WhatsApp
 - d. Email
- 2 Servers use operating systems like
 - a. Android
 - b. Tizen
 - c. Linux
 - d. macOS
- 3 When you download software from the Internet, the software is in the form of a/an which is used to install the software.
 - a. digital fingerprint.
 - b. file
 - c. image
 - d. worksheet
- 4 From email service providers
 - a. Gmail
 - b. Paint
 - c. Google Docs
 - d. YouTube
- 5 The "Google Meet" application is considered one of the ways of communication.
 - a. Indirect
 - b. Direct
 - c. Slow
 - d. Difficult
- 6 In the data table, each represents one record of data.
 - a. row
 - b. column
 - c. cell
 - d. file

2

- 1 We use the form to enter, modify or delete this information in an organized and convenient way. (
- 2 Green technology tools contribute to the escalation of environmental pollution due to their utilization. (

- 3 To uninstall the program, use the Control Panel. ()
- 4 Smart TVs operate on platforms like Android TV and Tizen. ()
- 5 A data table is the only source of data within a database. ()
- 6 Examples of green technology and digital transformation applications together are smart cities. ()

3 Complete the following sentences:

- 1 To log out of your Gmail account, click on the icon.
- 2 is one of the renewable energy sources.
- 3 is responsible for managing the hardware components, running all software and helping the user accomplish their various tasks on the computer easily and smoothly.
- 4 is a digital communication system used to send and receive messages between users over the Internet.
- 5 is a graphical interface designed to interact with data stored in the database.
- 6 is a collection of data and information organized and linked to each other. it is used to store and retrieve information easily and efficiently.

1 Put a tick(✓) before the right phrases and (X) before the wrong ones:

- 1 To uninstall the program, use the Control Panel. ()
- 2 We use the form to enter, modify or delete this information in an organized and convenient way. ()
- 3 Examples of green technology and digital transformation applications together are smart cities. ()
- 4 Green technology tools contribute to the escalation of environmental pollution due to their utilization. ()
- 5 Smart TVs operate on platforms like Android TV and Tizen. ()
- 6 A data table is the only source of data within a database. ()

2 Complete the following sentences:

- 1 To log out of your Gmail account, click on the icon.
- 2 is one of the renewable energy sources.
- 3 is a digital communication system used to send and receive messages between users over the Internet.
- 4 a collection of data and information organized and linked to each other is used to store and retrieve information easily and efficiently.
- 5 is responsible for managing the hardware components, running all software and helping the user accomplish their various tasks on the computer easily and smoothly.
- 6 is a graphical interface designed to interact with data stored in the database.

3 Choose the correct answers:

- 1 In the data table, each represents one record of data.
- a. row
 - b. column
 - c. cell
 - d. file
- 2 From email service providers
- a. Gmail
 - b. Paint
 - c. Google Docs
 - d. YouTube
- 3 When you download software from the Internet, the software is in the form of a/an which is used to install the software.
- a. digital fingerprint
 - b. file
 - c. image
 - d. worksheet
- 4 Electronic payment applications can be used within the app
- a. INSTAPAY
 - b. Google Meet
 - c. WhatsApp
 - d. Email
- 5 The "Google Meet" application is considered one of the ways of communication.
- a. Indirect
 - b. Direct
 - c. Slow
 - d. Difficult
- 6 Servers use operating systems like
- a. Android
 - b. Tizen
 - c. Linux
 - d. macOS

11 محافظة دمياط - إدارة عزبة البرج التعليمية 2025

1 Put a tick(✓) before the right phrases and (X) before the wrong ones:

- 1 A database is an organized collection of data related to a particular topic. ()
- 2 Cloud computing services can be accessed without owning a computer. ()
- 3 The idea of sensors in water taps depends only on stopping the water automatically. ()
- 4 Services for storing, sharing, and accessing files anytime, anywhere are called cloud storage. ()
- 5 Social networks and content sharing platforms such as Gmail and Outlook are used. ()
- 6 A domain name is a unique and distinctive name that is not reserved by anyone. ()
- 7 One of the disadvantages of using email is spam. ()
- 8 Smart TVs run on operating systems such as Android TV. ()
- 9 Many programs come with their own removal or uninstall command. ()
- 10 You Tube is from email service providers. ()

2 Choose the correct answers:

- 1 Email is a/an communication tool.

a. Direct	b. Indirect
c. manual	d. Decorative
- 2 The domain name is the name of to store your emails.

a. Username	b. Email server
c. The @ symbol	d. ISP

- 3 Google account consists of
a. Username and password b. Username only
c. Password only d. Phone number only
- 4 Some of the most popular cloud computing providers are
a. Google Docs b. Google Sheets
c. Google cloud platform d. Google Chrome
- 5 One of the advantages of using email is
a. Speed in sending and receiving messages b. Spam
c. Fraud d. hacking
- 6 Removing unused programs results in
a. device slow b. Save storage space
c. Sign up d. all of them

3 Complete the following sentences:

- 1 helps to reduce environmental pollution due to its usage.
- 2 Solar energy technology relies on using it into electrical energy and converting into electricity.
- 3 Smartphones and tablets rely on operating systems such as from Apple company.
- 4 are used to detect smoke from fires and regulate temperatures.

1 Put a tick(✓) before the right phrases and (X) before the wrong ones:

- 1 Green buildings lead to increased energy consumption. ()
- 2 Form is a graphical interface designed specifically to interact with data stored in the database. ()
- 3 Email is a direct communication tool. ()
- 4 The "Design View" query design window is divided into three parts. ()
- 5 Databases are used to store student data at school. ()
- 6 To access the "Google Meet" service, you must have a bank account. ()
- 7 Green technology does not help speeding up the process of the digital transformation. ()
- 8 The computing storage service is the storage of files and folders locally on the computer. ()

2 Choose the correct answer from the brackets:

- 1 Operating systems such as Android TV, Tizen, and webOS are used with:
 - a. Smart TV
 - b. Servers
 - c. Printing
 - d. Network devices.
- 2 Google Meet is
 - a. a graphical service only
 - b. an audio service only
 - c. a storage service
 - d. a video conferencing service.
- 3 Email is
 - a. viral system
 - b. a direct communication system
 - c. a manual communication system
 - d. a digital communication system.
- 4 To obtain data from the database according to specific conditions, we use:
 - a. Forms
 - b. Queries
 - c. Tables
 - d. insert tab

- 5 Advantages of using email:
- a. Speed in sending messages b. Spam
c. Fraud d. Viruses
- 6 Examples of renewable energy
- a. Solar energy b. Coal c. Oil d. Natural gas
- 7 Software is responsible for managing the hardware components and running all other software.
- a. Antivirus b. Operating Systems
c. Word processing d. Paint
- 8 To express your opinion in an organized way during a Google meet meeting, you can click on
- a. Hand icon b. Speak anytime
c. Meeting link d. none of them

3 Complete the following sentences with the appropriate word from the following:

(Drivers - Health Care Services - Gmail - Google Docs - INSTAPAY application - File - Water Treatment - Data Table)

- 1 You can use electronic payment applications through the application of
- 2 from email service providers.
- 3 Modern operating systems include a list of for many attached devices.
- 4 We use cloud word processing programs such as
- 5 The only source of data within the database is
- 6 Areas of use of cloud computing applications in daily life
- 7 When downloading the program from the Internet, the program is in the form of
- 8 Areas of use of green technology

13 محافظة البحيرة - إدارة وادي النطرون التعليمية 2025

1 Put a check mark (True or False):

- 1 Green buildings lead to increased energy consumption. ()
- 2 Smart cities are the applications of digital transformation and green technology together. ()
- 3 The hardware of the computer are managed through a word processing program. ()
- 4 One of the electronic payment applications is E-mail. ()
- 5 Point of sale stations are an electronic device that the customer can pay for shopping. ()
- 6 Smart TVs operate on operating systems such as Android TV and Tizen. ()
- 7 It is not possible to send an email to more than one person in a single sending process. ()
- 8 The database is an organized set of data specific to a subject. ()

2 Choose the appropriate word from the following:

(Spam - Email - Green - Primary Key - Google Cloud - Databases - Forms - Control Panel)

- 1 Institutions that can rationalize their resource consumption are called buildings.
- 2 The program can be uninstalled through the
- 3 is used to exchange messages and attachments.
- 4 One of disadvantages of using email is messages.
- 5 One of the most famous cloud computing service providers is
- 6 We use to track inventory in stores.
- 7 The field is used to uniquely identify each record in the table.
- 8 To design a custom graphical interface to interact with the data stored in the database, we use

3 Choose the correct answer:

- 1 Examples of renewable energy are
a. Gas
b. Oil
c. Coal
d. Solar energy
- 2 Server devices use operating systems such as
a. Instapay
b. Android
c. Linux
d. WhatsApp
- 3 Removing a program means that you are the program's files from your device.
a. Saving
b. Adding
c. Deleting
d. Increasing
- 4 Modern operating systems have a list of for many attached devices.
a. Drivers
b. WinRAR
c. Viruses
d. Songs
- 5 One of Email service providers is
a. YouTube
b. Gmail
c. WhatsApp
d. Windows
- 6 Google's video conferencing service is
a. Docs
b. Sheets
c. Mail
d. Meet
- 7 If you have a large amount of complex data, we use
a. Excel
b. Access
c. Paint
d. Word
- 8 We specify The data type of the grades fields is to perform a calculation on them.
a. Date
b. Text
c. Number
d. Word

1 Put a tick (✓) before the right phrases and (X) before the wrong ones:

- 1 We use the form to enter, modify or delete table data in an organized and convenient way. ()
- 2 From electronic payment applications (E-MAIL) ()
- 3 The query design window is divided into two parts, the lower part contains the data source table. ()
- 4 The data table is a non-basic element in building databases. ()
- 5 A concept of green buildings is given to institutions that can rationalize the consumption of their resources. ()
- 6 The physical components of the computer are managed through a word processing program. ()
- 7 The "Google Meet" application is one of the methods of direct communication. ()
- 8 The operating system does not help you uninstall the program. ()

2 Choose the correct answer from the brackets:

- 1 The most important uses of email

a. scanning papers	b. sharing information
c. cyberbullying	d. deleting files on your device
- 2 Servers use operating systems such as

a. macOS	b. Linux	c. Tizen	d. Android.
----------	----------	----------	-------------
- 3 Through you can make group calls, video, share screens, and chat.

a. Google Drive	b. Google Meet
c. Google Account	d. Google Docs

- 4 We specify the type of statement of grade fields of type to perform a calculation on them.
 a. Word b. Number c. Text d. Date
- 5 In the Data Table, each represents one record of data.
 a. Row b. Column c. Cell d. File
- 6 You must use the program if you have a large amount of complex data.
 a. Access b. Paint c. Word d. Excel
- 7 To sign out of your Gmail account we click on
 a. Create b. Sign in c. Sign out d. Sign up
- 8 Devices are network equipment that need an operating system to operate.
 a. Smart TV b. Printing c. Smart Watches d. Routing

3 Complete the following sentences with the appropriate word from the following:

(Create a meeting for a later - Google Cloud Platform - Interviews - Google Sheets - Cloud storage - Reducing damage to the surrounding environment - Databases - Forms)

- 1 Green technology and digital transformation tools work to
- 2 A graphical interface designed to interact with data stored in a database.
- 3 A reliable source to refer to for information gathering.
- 4 One of the most famous cloud computing service providers
- 5 File storage, sharing and access services anytime, anywhere, called ...
- 6 To create a meeting next week through "Google Meet", choose
- 7 it is a set of data and information that are organized and linked together.
- 8 We use cloud spreadsheets like s.

- 1 To log out of your Gmail account, click on the Sign out icon. ()
- 2 One of "Google Meet" Features is Sharing screens. ()
- 3 We use the Query Design view to display the query results. ()
- 4 To uninstall the program, use the Control Panel. ()
- 5 Solar energy Using sunlight to generate electricity through solar panels. ()
- 6 The primary key value can be repeated within the same table. ()

(INSTAPAY - Routers - data table - Linux - Form)

- 1 Servers use operating systems like
- 2 Electronic payment applications can be used within the app.
- 3 devices are network equipment that require an operating system to operate.
- 4 is a graphical interface designed specifically to interact with data stored in the database.
- 5 is a basic element in building databases and is the only source of data within the database.

- 1 is a digital communication system used to send and receive messages.
 - a. Email
 - b. Paint
 - c. backup
 - d. file
- 2 One of the disadvantages of using email is
 - a. Speed
 - b. Cost
 - c. Ease
 - d. Hacking

- 3 We use cloud spreadsheets such as
- a. Google Docs
 - b. Google Classroom
 - c. Google Sheets
 - d. Google Cloud Platform
- 4 The "Google Meet" application is considered one of the ways of communication.
- a. Indirect
 - b. Direct
 - c. Slow
 - d. Difficult
- 5 Servers use operating systems like
- a. Android
 - b. Tizen
 - c. Linux
 - d. macOS

**Write the scientific term:**

- 1 It is a symbol that separates the user name from the name of the email server (domain name) used. ()
- 2 It is the registration done using email on the websites of service providers and digital products Online. ()

1 Choose the correct answer from the brackets:

- 1 Through you can make a group video call, share screens, and chat.

a. Google Account	b. Google Meet
c. Google Docs	d. Google Drive
- 2 is from email service providers.

a. YouTube	b. Google Docs
c. Gmail	d. Paint
- 3 We use cloud computing spreadsheet programs such as

a. Google docs	b. Google Sheets
c. Google Cloud Platform	d. Google Classroom
- 4 is responsible for managing hardware components and running software.

a. Anti virus	b. word processing
c. paint	d. Operating Systems
- 5 program is from tools for collaboration and communication with others.

a. Word	b. Zoom	c. Excel	d. Access
---------	---------	----------	-----------
- 6 To add criteria or query conditions in Access.

a. add	b. edit	c. delete	d. criteria
--------	---------	-----------	-------------
- 7 from cloud computing requirements.

a. printer	b. INSTAPAY
c. software	d. Internet browser
- 8 The feature means the operating system install the correct and appropriate program for the device.

a. control panel	b. plug and Play
c. CD	d. Alt+ cut

2 Put a check (✓) to the correct and an (X) to the wrong sentences:

- 1 When installing a program, we use the "This PC" icon to access the downloaded file. ()
- 2 Click the "Next Record" icon to view the data of the last record. ()
- 3 You cannot add New data to the form. ()
- 4 Telegram is one of the uses of cloud computing in the field of storage. ()
- 5 The query design window is divided into two parts: the lower part is the data source table. ()
- 6 Sensors contribute in reducing carbon dioxide emissions. ()

3 Complete the following sentences with suitable words:

- 1 The user name is
- 2 is from cloud computing services providers.
- 3 is one of the most important fields of using green technology.
- 4 One of the uses of cloud computing in communication is
- 5 You can create a new form through
- 6 are the operating systems used in smart TVs.

4 Arrange the following steps to uninstall a program:

- 1 () Click on the program you want to uninstall.
- 2 () Open the Control Panel window.
- 3 () Then click Uninstall.
- 4 () Click on Uninstall a program. The Installed Programs window will appear.

1 Choose the correct answer for each of the following statements:

- 1 is a video conference application through the internet.
 - a. Zoom
 - b. VLC Media Player
 - c. Audacity
 - d. Solid Works
- 2 Smartphones and tablets rely on operating systems such as:
 - a. Linux
 - b. DOS
 - c. Android
 - d. Windows Server
- 3 It is a unique and distinctive part found at the beginning of an email address.
 - a. Username
 - b. Server name
 - c. Domain name
 - d. The "@" symbol
- 4 Google provide free email service through
 - a. YouTube
 - b. Gmail
 - c. Drive
 - d. Windows
- 5 The operating system installs a special program called for the connected device to communicate with and understand it.
 - a. Data
 - b. Driver
 - c. folders
 - d. Photo
- 6 is a service allows users to make group video calls.
 - a. Google Maps
 - b. Google Docs
 - c. Google Meet
 - d. Google Sheets
- 7 is a field in a database table that uniquely identifies each record in that table and does not repeat.
 - a. Form
 - b. Query
 - c. Primary Key
 - d. Report
- 8 are tools used to obtain data from the database according to specific criteria.
 - a. Forms
 - b. Records
 - c. Fields
 - d. Queries

2 Put a (✓) next to the correct statement and an (X) next to the incorrect one:

- 1 Online banking services are used to transfer money and pay bills. ()
- 2 Removing unused programs decreases disk storage space. ()
- 3 Databases are a collection of data and information unlinked to each other. ()
- 4 The Google Meet app can be downloaded for Android devices from the Google Play Store. ()

3 Complete the following statements with suitable words from the given below:

(Instant Messaging – Desktop – Data Transfer – INSTAPAY – Email – Smart Transportation)

- 1 is the opening screen of the operating system and includes a set of symbols called icons.
- 2 The use of electric vehicles to improve energy efficiency in the transportation sector is called
- 3 is one of the indirect communication methods and the most commonly used around the world.
- 4 is a licensed electronic payment application approved by the Central Bank of Egypt.

1 Put a (✓) next to the correct statement and an (X) next to the incorrect one:

- 1 Email can be hacked by hackers. ()
- 2 The Digital Egypt platform does not help in accessing government services easily. ()
- 3 Computer security and protection are among the functions of the operating system. ()
- 4 Cloud computing is a model for providing digital services online. ()
- 5 The primary key field is used to uniquely identify each record in the table. ()

2 Choose the correct answer from the following:

- 1 Green technology is also called technology.
a. harm b. Traditional c. Sustainable d. Parallel
- 2 One of the advantages of email is
a. Sending and receiving messages b. Viruses
c. Scanning documents d. Fraud
- 3 To ask to speak in a Google Meet meeting, click on the icon.
a. Share screen b. Raise hand c. Microphone d. Camera
- 4 is a graphical interface designed to interact with data stored in a database.
a. Table b. Form c. Big Data d. Word
- 5 If you download a compressed file, you must first the file to be able to use it.
a. unzip b. Install c. Download d. Save

3 Put the correct word in its proper place from the options below:

(Bibliotheca Alexandrina – Control – Digital Egypt Platform – Database – Desktop)

- 1 is a collection of data and information organized and linked to each other.
- 2 is the opening screen of the operating system.
- 3 The panel is used to uninstall programs.
- 4 is a governmental digital platform offering various electronic services to citizens.

19 محافظة المنوفية - إدارة شبين الكوم التعليمية 2025

1 Choose the correct answer from a, b, c, or d:

- 1 E-mail is a
 a. Manual communication system. b. Digital communication system
 c. Direct communication system b. Virus system
- 2 We use cloud word processing programs such as
 a. Google Docs b. Google Sheets
 c. Google Classroom b. Google Cloud Platform
- 3 When you finish showing your screen during the meeting, you must click
 a. Do not send the meeting link to others
 b. Talk without permission
 c. "Stop sharing the presentation"
 b. Share screens

2 List fields of using green technology:

.....

.....

.....

3 List advantages of using databases:

.....

.....

.....

4 The E-mail address consists of:

.....

.....

.....

Final Exams

1 محافظة القاهرة - إدارة المطرية التعليمية

- 1 1 ✓ 2 x 3 ✓ 4 x
5 ✓ 6 ✓ 7 ✓ 8 ✓

- 2 1 c 2 b 3 d 4 c
5 a 6 c 7 b 8 b

- 3 1 Access 2 Icons
3 Create 4 INSTAPAY
5 Smart TVs 6 Cloud computing
7 @ 8 Sensors

2 محافظة القاهرة - إدارة المرح التعليمية

- 1 1 x 2 ✓ 3 ✓ 4 x

- 2 1 a 2 b 3 c 4 a

- 3 1 Green Technology 2 Email
3 Operating System
4 Digital Transformation

3 محافظة القليوبية

- 1 1 Google 2 Sheets
3 Gmail 4 Extract (unzip)

- 2 1 Embedded systems
2 INSTAPAY 3 data table
4 microphone

- 3 1 x 2 ✓ 3 x 4 ✓

4 محافظة الدقهلية - نموذج A

- 1 1 ✓ 2 x 3 ✓ 4 x

- 2 1 a 2 d 3 a 4 b

- 3 1 Google Meet
2 E-mail 3 Points of sale
4 Solar energy

5 محافظة الدقهلية - نموذج B

1 1 ✓ 2 ✓ 3 x 4 ✓

2 1 b 2 d 3 d 4 b

- 3 1 Access
2 Video conferencing service
3 Point of sale 4 Solar energy

6 محافظة الدقهلية - نموذج C

1 1 x 2 ✓ 3 ✓ 4 x

2 1 c 2 d 3 b 4 d

- 3 1 Row
2 Meeting for a later time
3 POS
4 Google Cloud Platform

7 محافظة البحيرة - إدارة إيتاي البارود التعليمية

1 1 ✓ 2 x 3 ✓ 4 ✓
5 ✓ 6 x 7 ✓ 8 x

2 1 b 2 b 3 b 4 b
5 c 6 b 7 b 8 a

- 3 1 green building
2 digital transformation
3 operating system
4 Uninstalling a program
5 cloud backup services
6 in call message
7 primary key 8 Query design

8 محافظة الدقهلية - إدارة دكرنس التعليمية

- 1 1 Google Account
2 Data table
3 E-learning platforms

4 Username 5 create
6 batteries

2 1 x 2 x 3 ✓
4 ✓ 5 x 6 x

3 1 a 2 b 3 a
4 a 5 c 6 a

4 1 Query 2 INSTAPAY
3 Cloud computing

9 محافظة دمياط

1 1 a 2 c 3 b
4 a 5 b 6 a

2 1 ✓ 2 x 3 ✓
4 ✓ 5 ✓ 6 ✓

- 3 1 profile picture
2 solar energy
3 The operating system
4 Email 5 A form
6 A database

10 دمياط الجديدة

1 1 ✓ 2 ✓ 3 ✓
4 x 5 ✓ 6 ✓

- 2 1 profile picture
2 solar energy
3 Email 4 A database
5 The operating system
6 A form

3 1 a 2 a 3 b
4 a 5 b 6 c

11 محافظة دمياط - إدارة عزبة البرج التعليمية

1 1 ✓ 2 x 3 x 4 ✓ 5 x
6 x 7 ✓ 8 ✓ 9 ✓ 10 x

- 2 1 b 2 b 3 a
4 c 5 a 6 b

- 3 1 Green Technology or Renewable energy
2 Sunlight 3 IOS 4 Sensors

12 محافظة البحيرة - إدارة دمنهور التعليمية

- 1 1 x 2 ✓ 3 x 4 x
5 ✓ 6 x 7 x 8 x

- 2 1 a 2 d 3 d 4 b
5 a 6 a 7 b 8 a

- 3 1 INSTAPAY application
2 Gmail 3 Drivers
4 Google Docs
5 Data Table
6 Health Care Services
7 File 8 Water Treatment

13 محافظة البحيرة - إدارة وادي النطرون التعليمية

- 1 1 x 2 ✓ 3 x 4 x
5 ✓ 6 ✓ 7 x 8 ✓

- 2 1 Green 2 Control Panel
3 Email 4 Spam
5 Google Cloud
6 Databases 7 Primary Key
8 Forms

- 3 1 d 2 c 3 c 4 a
5 b 6 d 7 b 8 c

14 محافظة البحيرة - إدارة بندر دمنهور التعليمية

- 1 1 ✓ 2 x 3 x 4 x
5 ✓ 6 x 7 ✓ 8 x

- 2 1 b 2 b 3 b 4 b
5 a 6 a 7 c 8 d

- 3 1 Reducing damage to the surrounding environment
2 Forms 3 Interviews
4 Google Cloud Platform
5 Cloud storage
6 Create a meeting for a later
7 Databases 8 Google Sheets

15 محافظة بني سويف

- 1 1 ✓ 2 ✓ 3 ✓
4 ✓ 5 ✓ 6 x

- 2 1 Linux 2 INSTAPAY
3 Routers 4 Form
5 data table

- 3 1 a 2 d 3 c 4 b 5 c

- 4 1 The @ symbol
2 Digital Services

16 محافظة المنوفية - إدارة قويسنا

- 1 1 b 2 c 3 b 4 d
5 b 6 d 7 c 8 b

- 2 1 ✓ 2 ✓ 3 x
4 x 5 x 6 ✓

- 3 1 *The part of beginning of the Email address *&* is a unique and distinctive name that is not reserved by anyone else*.
2 Amazon web services (aws) & Microsoft Azure & Google Cloud Platform.
3 Renewable energy & Rationalization of energy & Waste recycling & Water treatment.
4 Email & Social networking & Messaging services.

- 5 Form Wizard.
6 Android TV & Tizen & WebOS

- 1 Open the Control Panel window
2 Click on Uninstall a program
The Installed Programs window will appear.
3 Click on the program you want to uninstall.
4 Then click Uninstall

17 الازهر الشريف

- 1 1 a 2 c 3 a 4 b
5 b 6 c 7 c 8 d
2 1 ✓ 2 x 3 x 4 ✓
3 1 Desktop
2 Smart Transportation
3 Email 4 Instapay

18 محافظة سوهاج - إدارة جرجا التعليمية

- 1 1 ✓ 2 x 3 ✓ 4 ✓ 5 ✓
2 1 c 2 a 3 b 4 b 5 a
3 1 Database 2 Desktop
3 Control
4 Digital Egypt Platform

19 محافظة المنوفية - إدارة شبين الكوم التعليمية

- 1 1 b 2 a 3 c
4 a 5 b 6 d
2 1 x 2 ✓ 3 x
4 x 5 x 6 ✓
3 1 1. Open the Control Panel window then Click on Uninstall a program. The Installed Programs window will appear.
2. Click on the program you want to uninstall.
3. Then click Uninstall.
2 1. Renewable energy.
2. Waste recycling.
3. Water treatment.
3 1. Organization: Easy storage and retrieval of data.
2. Accuracy: Ensuring data correctness and reducing errors
3. Security: Protecting data from unauthorized access
4 1. User Name
2. The @ symbol
3. Domain Name

Model Exam

1

1 Choose the correct answer:

- 1 Digital transformation primarily aims to
 - a. increase costs
 - b. reduce efficiency
 - c. enhance workflow
 - d. limit innovation
- 2 The "Digital Egypt" platform is
 - a. a social media app
 - b. an e-government service
 - c. a video game
 - d. a fitness tracker
- 3 Green technology is also known as
 - a. clean
 - b. harmful
 - c. sustainable
 - d. both a and c
- 4 To access digital services, one needs a
 - a. postal address
 - b. telephone number
 - c. bank account
 - d. email address
- 5 Precision farming integrates with green technology.
 - a. manual labor
 - b. digital transformation
 - c. fossil fuels
 - d. paper documents

2 Put (✓) or (✗):

- 1 The "Digital Egypt" platform offers electronic services to citizens. ()
- 2 Electronic payment methods are typically inconvenient and slow. ()
- 3 An email address is not required to access digital services or products. ()
- 4 Collaboration tools in digital transformation include Zoom and Google Meet. ()
- 5 Smart energy grids are unrelated to the integration of green technology with digital transformation. ()

3 Complete the following sentences using the words between the brackets:

{email address, Workflow management, Renewable energy, operating System, Sustainability}

- 1 To access digital services, one must have an
- 2 tools help in streamlining repetitive tasks.
- 3 sources include solar and wind power.
- 4 refers to maintaining ecological balance by reducing resource use.
- 5 The manages all software and hardware on a computer.

Model Exam

2

1 Choose the correct answer:

- 1 Email is considered
 - a a digital communication system
 - b a manual communication system
 - c a direct communication system
 - d a virus system
- 2 Which of the following is required to install a non-Plug and Play printer?
 - a MS Word
 - b Control Panel
 - c Taskbar
 - d Recycle Bin
- 3 When you download software from the internet, the software is usually in the form of a/an
 - a digital fingerprint
 - b file
 - c image
 - d worksheet

- 4 Cloud computing allows users to
- a. store files locally
 - b. access digital services over the internet
 - c. play offline games
 - d. print documents
- 5 The @ symbol in an email address separates the
- a. username and domain name
 - b. subject and message
 - c. inbox and outbox
 - d. file and folder

2 Put (✓) or (X):

- 1 Cloud computing requires high-specification hardware to be accessed. ()
- 2 Removing unused programs increases the storage space on the disk. ()
- 3 The installation process of a program depends on the form in which the program comes. ()
- 4 Emails sent through Gmail are completely secure and cannot be hacked. ()
- 5 The LPT1 port is typically used for modern printers that connect via USB. ()

3 Complete the following sentences using the words between the brackets:

[Control Panel – drivers – storage space – Uninstalling – SETUP.EXE]

- 1 Modern operating systems include a list of for many accessory devices.
- 2 Removing unused programs increases the on the disk.
- 3 a program deletes all files of the program from your computer.
- 4 Sometimes, to uninstall a program, use the
- 5 You can install a program by clicking on

Model Exam

3

1 Choose the correct answer:

- 1 Green technology is also known as
 - a. clean
 - b. sustainable
 - c. harmful
 - d. both a and b
- 2 Which of these is NOT a renewable energy source?
 - a. Wind power
 - b. Hydropower
 - c. Solar power
 - d. Coal
- 3 To install a new peripheral device, you need to provide
 - a. drivers
 - b. folder
 - c. images
 - d. information and data
- 4 The "Digital Egypt" platform is
 - a. an e-government service
 - b. a social media app
 - c. a video game
 - d. a fitness tracker
- 5 The @ symbol in an email address separates the
 - a. username and domain name
 - b. subject and message
 - c. inbox and outbox
 - d. file and folder

2 Put (✓) or (X):

- 1 The installation process depends on the form in which the program comes. ()
- 2 Digital transformation does not reduce costs in businesses. ()
- 3 The LPT1 port is typically used for modern printers that connect via USB. ()
- 4 Cloud computing reduces the need for high-spec devices. ()
- 5 One advantage of using databases is the easy retrieval of data. ()

3 Complete the following sentences using the words between the brackets:

(Green technology – Coal – Control Panel – internet – Primary Key)

- 1 is also known as sustainable technology.
- 2 is not a renewable energy source.
- 3 To uninstall a program, you can use the
- 4 Data access in cloud computing is done through the
- 5 The in a database table is used to uniquely identify each record.

Model Exam

4

1 Choose the correct answer:

- 1 When installing a new peripheral device, the operating system often automatically installs the
 - a. printer
 - b. driver
 - c. file explorer
 - d. software update
- 2 Which of these is NOT a free email service provider?
 - a. Gmail
 - b. Google Meet
 - c. Yahoo Mail
 - d. Outlook
- 3 Plug and Play devices are recognized by the operating system
 - a. automatically
 - b. after manual setup
 - c. through Control Panel
 - d. by default

- 4 Cloud computing reduces costs by
- requiring software licenses
 - eliminating the need for high-spec devices
 - requiring expensive hardware
 - increasing hardware costs
- 5 The first step to uninstall a program via Control Panel is to.....
- click "delete"
 - click "Uninstall a program"
 - insert a CD
 - download an app

2 Put (✓) or (X):

- Email is one of the direct communication tools. ()
- Removing unused programs slows down the computer ()
- Modern operating systems do not include a list of drivers for many accessory devices. ()
- Cloud storage services allow users to store files and folders online. ()
- An alternative email address is used for account recovery. ()

3 Complete the following sentences using the words between the brackets:

(Google Docs – Control Panel – Cloud computing – LPT1 – Uninstalling)

- provides digital services over the Internet.
- To uninstall a program, you can use the
- The port is typically used for older printers connected via parallel port.
- is a cloud-based word processing program.
- a program deletes all files of the program from your computer.

Model Exam

5

1 Choose the correct answer:

- 1 Which of the following is a function of the "Digital Egypt" platform?
 - a. Playing online games
 - b. Enhancing government procedure efficiency
 - c. Increasing paper usage
 - d. Promoting fossil fuels
- 2 Green technology primarily aims to
 - a. increase energy consumption
 - b. pollute the environment
 - c. reduce environment~l impact
 - d. disregard resource efficiency
- 3 Digital transformation helps organizations by
 - a. reducing quality
 - b. increasing waste
 - c. enhancing decision-making
 - d. limiting market access
- 4 What does precision farming combine with green technology?
 - a. Manual labor
 - b. Digital transformation
 - c. Fossil fuels
 - d. Paper documents
- 5 The "INSTAPAY" application is licensed by
 - a. The Ministry of Finance
 - b. Private Companies
 - c. Central Bank of Egypt
 - d. Egyptian Government

2 Put (✓) or (X):

- 1 Digital transformation tools include workflow management and cybersecurity solutions. ()
- 2 The use of electronic payment cards is slow and insecure. ()
- 3 Renewable energy sources are part of green technology. ()
- 4 The main goal of digital transformation is to increase costs. ()
- 5 The "Digital Egypt" platform is designed to improve government efficiency. ()

3 Complete the following sentences using the words between the brackets:

{Digital Egypt, Green technology, Efficiency, Electronic payment, Cybersecurity}

- 1 enhances government service efficiency.
- 2 focuses on reducing environmental impact.
- 3 is improved through digital transformation.
- 4 methods provide fast and secure transactions.
- 5 protects digital information and systems.

Model Exam

6

1 Choose the correct answer:

- 1 Solar panels are used to convert
 a. sunlight b. wind c. water d. heat
- 2 Which of these is NOT a tool for digital transformation?
 a. Workflow management tools b. Typewriters
 c. Electronic payment methods d. Virtual reality systems
- 3 The first step in installing a program from a CD is to.....
 a. click on "Uninstall" b. insert the CD
 c. download it online d. open Control Panel
- 4 The design and construction of buildings using eco-friendly energy is called.....
 a. smart home b. sensor technology
 c. green Building d. green technology

- 5 The main purpose of a primary key in a database table is to.....
- a. sort data alphabetically
 - b. uniquely identify each record
 - c. store images
 - d. generate reports

2 Put (✓) or (X):

- 1 Removing unused programs increases storage space on the disk. ()
- 2 Hydropower generates electricity by using water movement through dams. ()
- 3 Email is one of the direct communication tools. ()
- 4 Operating systems automatically detect and install drivers for new devices. ()
- 5 Big Data refers to small, simple data sets that do not grow over time. ()

3 Complete the following sentences using the words between the brackets:

(Geothermal energy – Google Meet – Spreadsheet – Uninstalling – E-learning platforms)

- 1uses the Earth's internal heat to produce electricity.
- 2 is a video conferencing service developed by Google.
- 3 consists of rows and columns.
- 4 a program removes all files of the program from your computer.
- 5 rely on cloud computing for accessing educational materials.

Model Exam

7

1 Choose the correct answer:

- 1 Which of the following is a benefit of digital transformation?
 - a. Increasing waste
 - b. Enhancing innovation
 - c. Reducing quality
 - d. Limiting market access
- 2 What is the purpose of the "Digital Egypt" platform?
 - a. To promote social media usage
 - b. To enhance government procedure efficiency
 - c. To increase paper usage
 - d. To limit online services
- 3 Which technology is commonly associated with green technology?
 - a. Fossil fuels
 - b. Coal power
 - c. Renewable energy
 - d. Nuclear energy
- 4 The "Google Meet" application is an example of
 - a. document printing
 - b. face-to-face communication
 - c. energy consumption
 - d. raw material procurement
- 5 How does digital transformation support sustainability?
 - a. By increasing emissions
 - b. By enhancing resource efficiency
 - c. By depleting resources
 - d. By discarding innovation

2 Put (✓) or (X):

- 1 The main goal of green technology is to increase environmental pollution. ()
- 2 Cloud computing provides digital services over the Internet. ()
- 3 The "Digital Egypt" platform is unrelated to government services. ()

- 4 Renewable energy sources are part of digital transformation tools. ()
- 5 Electronic payment cards are known for being slow and insecure. ()

3 Complete the following sentences using the words between the brackets:

{Innovation, Google Meet, Renewable energy, Government efficiency, Digital transformation}

- 1 is a key benefit of digital transformation.
- 2 is used for online face-to-face communication.
- 3 is a focus of green technology.
- 4 is enhanced by the "Digital Egypt" platform.
- 5 tools include workflow management and cybersecurity solutions.

Model Exam
8

1 Choose the correct answer:

- 1 Which of the following is a basic element in building databases?
- a. Word processing b. Spreadsheet
- c. Presentation d. Image editing
- 2 In Access, the field used to uniquely identify each record in a table is called the
- a. Foreign Key b. Primary Key
- c. Data Field d. AutoNumber
- 3 The term "Big Data" primarily deals with
- a. small, simple data sets b. unorganized paper records
- c. large, complex data sets d. manual processing

- 4 A database form is used for
- a. browsing the internet
 - b. interacting with and entering data
 - c. playing games
 - d. printing documents
- 5 Which of the following applications is commonly used to create a database?
- a. Microsoft Word
 - b. Microsoft PowerPoint
 - c. Microsoft Access
 - d. Microsoft Outlook

2 Put (✓) or (X):

- 1 In a spreadsheet, each row represents a single record of data. ()
- 2 The Datasheet View in Access allows you to view and edit table data. ()
- 3 Big Data refers to small and simple data sets. ()
- 4 The "Primary Key" in Access is used to uniquely identify each record in a table. ()
- 5 A form in Access cannot be used to modify data. ()

3 Complete the following sentences using the words between the brackets:

{Primary Key, spreadsheet, Big Data, Table Design, Access}

- 1 The is used to uniquely identify each record in a table.
- 2 A consists of rows and columns and is used to organize data.
- 3 refers to very large and complex data sets.
- 4 is a view in Access where you define the fields and data types.
- 5 is a program used to create and manage databases.

Model Exam

9

1 Choose the correct answer:

- 1 In Microsoft Access, what view allows you to define fields and data types for a table?
 - a. Datasheet View
 - b. Table Design View
 - c. Form View
 - d. Print Preview
- 2 Big Data is primarily concerned with
 - a. Simple, small data sets
 - b. Large, complex data sets
 - c. Manual data processing
 - d. Paper-based records
- 3 Smart buildings are an example of
 - a. digital transformation only
 - b. green technology only
 - c. integrated digital transformation and green technology
 - d. traditional construction methods
- 4 Which of the following is a function of the Primary Key in a database?
 - a. To allow duplicate records
 - b. To uniquely identify each record
 - c. To organize records alphabetically
 - d. To delete records automatically
- 5 Big data refers to very large sets of data
 - a. structured
 - b. unstructured
 - c. semi-structured
 - d. all of them

2 Put (✓) or (X):

- 1 Smart buildings integrate both digital transformation and green technology. ()
- 2 Big Data is manageable with basic computing tools. ()
- 3 Table Design View in Access is used to enter data directly. ()

- 4 Microsoft Access can create complex relational databases. (
- 5 The Primary Key in a table is essential for ensuring unique records. (

3 Complete the following sentences using the words between the brackets:

{Table Design, Smart buildings, Primary Key,
Increasing algorithms, Big Data}

- 1 View in Access is used to define fields and data types for a table.
- 2 are an integration of digital transformation and green technology.
- 3 The ensures that each record in a table is unique.
- 4 The amount of data is rapidly due to the rapid development of digital technology such as AI.
- 5 involves handling large and complex data sets.

Model Exam

10

1 Choose the correct answer:

- 1 To create a new database in Microsoft Access, you should first
 a. open Microsoft Word b. start a new spreadsheet
 c. choose a blank desktop database
 d. write a report
- 2 Which of the following tools is used to extract data based on specific criteria in a database?
 a. Queries b. Forms c. Tables d. Reports

- 3 Google Meet allows participants to.....
- | | |
|---------------------|-------------------|
| a. create documents | b. send emails |
| c. share screens | d. browse the web |
- 4 The primary key in a database table.....
- | | |
|------------------------------------|------------------------------|
| a. uniquely identifies each record | b. sorts data alphabetically |
| c. stores text fields | d. formats the table |
- 5 The Datasheet View in Microsoft Access is used to.....
- | | |
|-------------------------------|--------------------|
| a. design the table structure | b. create charts |
| c. enter and view data | d. print documents |

2 Put (✓) or (X):

- 1 The Google Meet application can be downloaded from the Microsoft Store for Android devices. ()
- 2 Microsoft Access is a tool used for creating and managing databases. ()
- 3 In a database, the primary key can have duplicate values within the same table. ()
- 4 During a Google Meet session, the "Raise Hand" feature helps in organizing the discussion. ()
- 5 The "Query Design" view in Access allows you to enter multiple criteria for filtering data. ()

3 Complete the following sentences using the words between the brackets:

(Primary key – Query Design – Cloud storage – Google Play Store – Datasheet View)

- 1 is used to download the Google Meet application on Android devices.
- 2 The uniquely identifies each record in a database table.
- 3 in Access provides greater control over query details.

- 4 services allow users to store files and folders online.
- 5 in Access is used for entering and viewing table data.

Model Exam

11

1 Choose the correct answer:

- 1 The concept of sensors in water faucets relies on.....
 - a. automatically halting the water flow
 - b. manually stopping the water flow
 - c. detecting temperature changes
 - d. enhancing water pressure
- 2 Smart transportation uses.....
 - a. diesel cars
 - b. electric vehicles
 - c. gas cars
 - d. none of them
- 3 Digital transformation primarily aims to.....
 - a. enhance workflow
 - b. reduce efficiency
 - c. increase costs
 - d. limit innovation
- 4 The primary purpose of cloud storage services is.....
 - a. storing files online
 - b. printing documents
 - c. streaming videos
 - d. browsing the web
- 5 Which of the following devices typically uses an embedded operating system?
 - a. ATM
 - b. Desktop computer
 - c. Smartphone
 - d. Smart TV

2 Put (✓) or (X):

- 1 Geothermal energy relies on the Earth's internal heat to produce electricity. ()
- 2 INSTAPAY is an app for electronic payments licensed by the Central Bank of Egypt. ()

- 3 Microsoft Access is not suitable for managing large amounts of complex data. ()
- 4 Cloud computing services can be accessed from anywhere with an internet connection. ()
- 5 The "Digital Egypt" platform offers only social media services. ()

3 Complete the following sentences using the words between the brackets:

(Big Data – green building – Cloud computing – Hydropower – operating system)

- 1refers to very large and complex data sets that grow significantly over time.
- 2 The design and construction of buildings using eco-friendly energy-efficient materials is called
- 3 provides digital services over the Internet.
- 4generates electricity by using water movement through dams.
- 5 An is essential for managing hardware and software components in electronic devices.

Model Exam
12

1 Choose the correct answer:

- 1 What is the primary goal of green technology?
 - a. Increase pollution
 - b. Enhance environmental sustainability
 - c. Maximize resource waste
 - d. Increase reliance on fossil fuels
- 2 The "INSTAPAY" application is used for
 - a. video conferencing
 - b. electronic payments
 - c. document printing
 - d. online shopping

- 3 Which of the following is an example of digital transformation?
- a. Using paper records
 - b. Manual labor
 - c. Cloud computing
 - d. Fossil fuel consumption
- 4 How does digital transformation impact decision-making?
- a. Decreases access to data
 - b. Increases errors
 - c. Enhances decision-making by providing timely data ☑
 - d. Limits analysis options
- 5 Which of the following tools is related to workflow management?
- a. Email
 - b. Cloud storage
 - c. Cybersecurity
 - d. Digital Egypt platform

2 Put (✓) or (X):

- 1 Digital transformation increases the complexity of data management. ()
- 2 Green technology aims to reduce resource consumption. ()
- 3 Electronic payment cards are unreliable and slow. ()
- 4 Precision farming does not involve any digital technology. ()
- 5 Renewable energy is a key component of green technology. ()

3 Complete the following sentences using the words between the brackets:

{Cloud computing - Digital transformation - Sustainability - Renewable energy - Electronic payments}

- 1 allows data storage and services over the Internet.
- 2 enhances efficiency and innovation in businesses.
- 3 focuses on reducing resource waste and environmental impact.
- 4 is central to green technology initiatives.
- 5 are fast, secure, and convenient methods of transaction.

Model Exam

13

1 Choose the correct answer:

- 1 Which program is more suitable for creating and managing complex databases?
 - a. Microsoft Word
 - b. Microsoft Excel
 - c. Microsoft Access
 - d. Notepad
- 2 The term "Big Data" refers to
 - a. small, simple data sets
 - b. structured data only
 - c. very large and complex data sets
 - d. paper records
- 3 The "Google Meet" application is an example of
 - a. document printing
 - b. face-to-face communication
 - c. energy consumption
 - d. raw material procurement
- 4 What is required to access the "Digital Egypt" platform?
 - a. Postal address
 - b. Email address
 - c. Telephone number
 - d. Bank account
- 5 Smart TVs typically run on operating systems like
 - a. Windows and Linux
 - b. Android TV and Tizen
 - c. macOS and iOS
 - d. Unix and DOS

2 Put (✓) or (X):

- 1 Digital transformation increases the complexity of data management. ()
- 2 The Datasheet View in Access is used for entering and viewing table data. ()
- 3 Wearable devices like smartwatches do not require an operating system. ()

- 4 The startup screen of an operating system is the same across all versions. ()
- 5 Operating systems automatically detect and install drivers for new devices. ()

3 Complete the following sentences using the words between the brackets:

{Cloud storage service - Digital transformation - Smart TVs - Google Meet - Complex databases}

- 1 is used for storing files and folders over the internet.
- 2 involves integrating digital technology into all aspects of business.
- 3 operate on systems like Android TV and Tizen.
- 4 is a video conferencing service developed by Google.
- 5 can be efficiently managed using Microsoft Access.

Model Exam

14

1 Choose the correct answer:

- 1 In a database, the Criteria row in a query is used to.....
- a. sort data alphabetically
- b. set specific conditions for the query
- c. create new tables
- d. format text
- 2 To create a form in Microsoft Access, you need to.....
- a. open Excel
- b. select a table in the Navigation Pane
- c. install new software
- d. write a report

- 3 During a Google Meet session, the "Stop Sharing" option is used to....
- mute the microphone
 - end screen sharing
 - leave the meeting
 - start a new meeting
- 4 Which of the following is a primary use of a spreadsheet?
- Sending emails
 - Browsing the web
 - Organizing data in rows and columns
 - Printing documents
- 5 The Design View in Microsoft Access is primarily used for.....
- creating and modifying table structures
 - viewing table data
 - sorting records
 - generating reports

2 Put (✓) or (✗):

- Forms in Microsoft Access can only be used to view data, not to modify it. ()
- The "Criteria row" in a query allows you to set specific conditions for filtering data in a database. ()
- In Google Meet, the "Raise Hand" feature is used to end the meeting. ()
- A spreadsheet consists of rows and columns where data can be organized and analyzed. ()
- The Design View in Access is used to directly enter data into the table. ()

3 Complete the following sentences using the words between the brackets:

(Forms – Stop sharing – Primary key – spreadsheet – Query Design)

- in a database provide a user-friendly interface for data entry and modification.

- 2option in Google Meet is used to end screen sharing during a meeting.
- 3 The ensures that each record in a database table is uniquely identified.
- 4 A organizes data into rows and columns for easy analysis.
- 5 in Access allows you to specify criteria for retrieving specific data from a database.

Model Exam

15

1 Choose the correct answer:

- 1 Which of these is a common characteristic shared by green technology and digital transformation?
a. Enhancing resource efficiency b. Increasing resource waste
c. Slowing down innovation d. Raising the costs of services
- 2 Smart buildings integrate green technology with.....
a. outdated technology b. traditional infrastructure
c. digital transformation d. fossil fuels
- 3 Email is primarily used to.....
a. store files b. send and receive messages
c. play games d. browse websites
- 4 The operating system desktop screen includes.....
a. icons and bars b. videos and games
c. only text d. website links
- 5 Precision farming integrates.....
a. manual labor b. digital transformation
c. fossil fuels d. paper documents

2 Put (✓) or (X):

- 1 Smart TVs operate on operating systems like Android TV and Tizen. ()
- 2 Digital transformation tools do not include electronic payment methods. ()
- 3 Green technology does not focus on reducing environmental impact. ()
- 4 Collaboration tools like Zoom and Google Meet are used for face-to-face communication. ()
- 5 Water treatment in green technology includes purifying contaminated water for reuse. ()

3 Complete the following sentences using the words between the brackets:

(Control Panel – Solar energy – Email – Cloud computing – Workflow management tools)

- 1 is used to uninstall programs or install new devices on a computer.
- 2 uses solar panels to generate electricity.
- 3 is a digital communication system used to send and receive messages.
- 4 reduces the need for high-specification hardware by providing digital services over the Internet.
- 5 enhance the efficiency of repetitive tasks in digital transformation.

Model Exam 1

1 1 c 2 b 3 c 4 d 5 b

2 1 ✓ 2 x 3 x 4 ✓ 5 x

- 3
- 1 email address
 - 2 Workflow management
 - 3 Renewable energy
 - 4 Sustainability
 - 5 operating System

Model Exam 2

1 1 a 2 b 3 b 4 b 5 a

2 1 x 2 ✓ 3 ✓ 4 x 5 x

- 3
- 1 drivers
 - 2 storage space
 - 3 Uninstalling
 - 4 Control Panel
 - 5 SETUP.EXE.

Model Exam 3

1 1 a 2 d 3 a 4 a 5 a

2 1 ✓ 2 x 3 x 4 ✓ 5 ✓

- 3
- 1 Green technology
 - 2 Coal
 - 3 Control Panel
 - 4 internet
 - 5 Primary Key

Model Exam 4

1 1 b 2 b 3 a 4 b 5 b

2 1 x 2 x 3 x 4 ✓ 5 ✓

- 3
- 1 Cloud computing
 - 2 Control Panel
 - 3 LPT1
 - 4 Google Docs
 - 5 Uninstalling

Model Exam 5

1 1 b 2 c 3 c 4 b 5 c

2 1 ✓ 2 x 3 ✓ 4 x 5 ✓

- 3
- 1 Digital Egypt
 - 2 Green technology
 - 3 Efficiency
 - 4 Electronic payment
 - 5 Cybersecurity

Model Exam 6

1 1 a 2 b 3 b 4 c 5 b

2 1 ✓ 2 ✓ 3 x 4 ✓ 5 x

- 3
- 1 Geothermal energy
 - 2 Google Meet
 - 3 Spreadsheet
 - 4 Uninstalling
 - 5 E-learning platforms

Model Exam 7

1 1 b 2 b 3 c 4 b 5 b

2 1 x 2 ✓ 3 x 4 ✓ 5 x

- 3
- 1 Innovation
 - 2 Google Meet
 - 3 Renewable energy
 - 4 Government efficiency
 - 5 Digital transformation

Model Exam 8

1 1 b 2 b 3 c 4 b 5 c

2 1 ✓ 2 ✓ 3 x 4 ✓ 5 x

- 3
- 1 Primary Key
 - 2 spreadsheet
 - 3 Big Data
 - 4 Table Design
 - 5 Access

Model Exam 9

1 1 b 2 b 3 c 4 b 5 d

2 1 ✓ 2 ✗ 3 ✗ 4 ✓ 5 ✓

- 3 1 Table Design 2 Smart buildings
3 Primary Key
4 Advanced algorithms
5 Big data

Model Exam 10

1 1 c 2 a 3 c 4 a 5 c

2 1 ✗ 2 ✓ 3 ✗ 4 ✓ 5 ✓

- 3 1 Google Play Store
2 Primary key 3 Query Design
4 Cloud storage
5 Datasheet View

Model Exam 11

1 1 a 2 b 3 a 4 a 5 a

2 1 ✓ 2 ✓ 3 ✗ 4 ✓ 5 ✗

- 3 1 Big Data 2 green Building
3 Cloud computing
4 Hydropower 5 operating System

Model Exam 12

1 1 b 2 b 3 c 4 c 5 d

2 1 ✗ 2 ✓ 3 ✗ 4 ✗ 5 ✓

- 3 1 Cloud computing
2 Digital transformation
3 Sustainability
4 Renewable energy
5 Electronic payments

Model Exam 13

1 1 c 2 c 3 b 4 b 5 b

2 1 ✗ 2 ✓ 3 ✗ 4 ✗ 5 ✓

- 3 1 Cloud storage service
2 Digital transformation
3 Smart TVs
4 Google Meet
5 Complex databases

Model Exam 14

1 1 b 2 b 3 b 4 c 5 a

2 1 ✗ 2 ✓ 3 ✗ 4 ✓ 5 ✗

- 3 1 Forms
2 Stop sharing
3 Primary key
4 Spreadsheet
5 Query Design

Model Exam 15

1 1 a 2 c 3 b 4 a 5 b

2 1 ✓ 2 ✗ 3 ✗ 4 ✓ 5 ✓

- 3 1 Control Panel
2 Solar energy
3 Email
4 Cloud computing
5 Workflow management tools

كيفية طباعة صفحات معينة من ملف معين

مثلا ازاي نطبع الصفحات من صفحة 4 الى صفحة 9

